

RIGHT-OF-WAY CHECKLIST

1. Will Right-of-Way Acquisitions or easements be needed for this project?
No Sign and date this checklist and attach to Project Certification Letter.
Yes Complete the checklist and attach to the Project Certification Letter for submission prior to Bid Letting.
2. Yes No Will consultant services be used for any part of the right-of-way/easement acquisition? If yes, and those costs are to be reimbursed with CTEP funds or counted toward the local match, MDT CTEP contracted services selection procedures must be used.
3. Yes No Has the CTEP Section been provided with an accurate description of any right-of-way to be acquired along with an estimate of its value? If no, provide the CTEP Section with this information before proceeding with the acquisition.
4. Yes No Has an appraisal and an appraisal review of the proposed new right-of-way been completed? An appraisal must be completed and submitted to the CTEP Section. MDT will conduct the appraisal review to ensure compliance with Federal requirements.
5. Yes No Has MDT approved just compensation to be paid for all additional right-of-way?
6. Yes No Have negotiations been conducted according to Federal, State and local requirements? MDT may review all negotiation agreements for the purchase of right-of-way to ensure compliance with Federal and State requirements.
7. Yes No Has the required certification been submitted to the CTEP Section? Local Entities must submit certification that right-of-way has been acquired according to all applicable Federal and State regulations. Certification must be signed by a local elected official and accompanied by the deed signed and sealed by the County Clerk and Records Office, and the Buy-Sell Agreement or Donation Statement (if applicable).

Preparer's Name

Title

Date

Local CTEP Administrator

Title

Date